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1 February 1965

MEMORANDUM FOR: Chief, Operations School

SUBJECT : Biweekly Activities Report No. 3
19 January through 1 February 1965

A. SIGNIFICANT ITEMS

Twelve members of the Headquarters Training Branch participated in the Instructors Coordination Conference held at [REDACTED] 28 and 29 January 1965. It was the consensus that the conference accomplished its objectives and was thoroughly successful. 25X1A

B. OPERATIONS FACULTY

1. Information Reporting, Reports and Requirements Seminar

25X1A During the period 11 to 22 January a special IRRR Seminar was given to 5 students in place of IRRR Course No. 52 (Ref: Para B2, BAR No. 2). One student from [REDACTED] received an unsatisfactory evaluation. The details of ^{this} student's performance are being discussed with the Training Officer [REDACTED] 25X1A

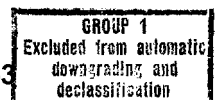
2. Advanced Operations Seminar No. 1

25X1A The Advanced Operations Seminar was completed by 13 students in Room 1A-13 on Friday, 22 January. Evaluation of the course by students, [REDACTED] Chief Instructor and [REDACTED], WH, indicated 25X1A that the course was very successful.

3. Introduction to the Clandestine Services, JOT Program

25X1A The one week Introduction to the Clandestine Services for the January JOT class was completed in Room 1A-07 Headquarters on 22 January. [REDACTED] indicated that several revisions of content and manner of presentation are in order based on his results as Chief Instructor for the first time in this program.

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4. Counterintelligence Operations Course No. 56

CI Ops No. 56 began on Monday, 25 January at 1000 Glebe. In spite of the sparse pre-course registrations, a total number of 11 applications were received by the beginning of the course (Ref: Para B6a, BAR No. 2). Based on the final number of registrations, it was decided to present the course.

5. Support Services Course No. 1

W The first Support Services Course began in room 1A-13 Headquarters Building on 25 January. A total of 25 JOTs are enrolled. On the opening day of the course the DDS introduced the course describing his views on the objectives of the course and the nature of the DDS/JOT Program. [REDACTED] Chief Instructor, indicates that the course is going well in Phase I, "Introduction" which is scheduled to be completed on 5 February. [REDACTED] Special Assistant/DDS, is monitoring the Introductory Phase.

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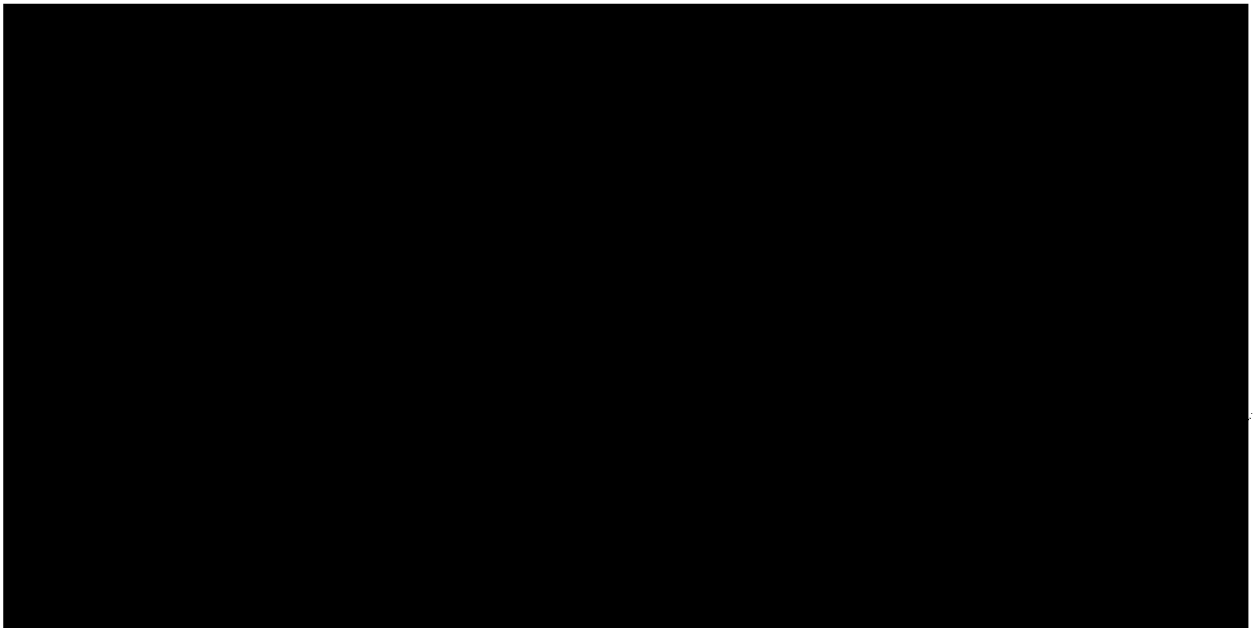
6. [REDACTED] Operations Course No. 65

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On 25 January [REDACTED] No. 65 began in room 1A-07 Headquarters. A total of 13 students are enrolled in the course.

7. Other Activities

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C. OPERATIONS SUPPORT FACULTY

1. Operations Support Course No. 64

a. Operations Support Course No. 64 with an enrollment of 20 students started 18 January (Ref: Para C2, BAR No. 2). There were seven students cancelled on 18 January. Four WH, one AF, one SR, one EE, one Office of Logistics. Reasons given were "heavy workload," "resignation," "cancellation" of overseas assignment" and "marriage".

b. It is interesting to note that of the 20 students in this course there are eleven from WH. [REDACTED] seems to be represented in each of our courses, there are three [REDACTED] students in the current course.

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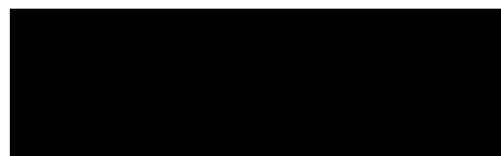
2. We have received some of the results of the auditing Budget and Finance Procedures Course No. 53. These comments have been passed to C/OSF/HT and [REDACTED].

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D. ADMINISTRATION

A memorandum has been circulated to all Chief Instructors requesting them to furnish a list of all regulatory issuances used in each of their courses. After the returns are in, we will present this list to TAS/OS and request that they examine the material to see that all issuances are current.

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